



**A COMMUNICATIONS COMMITTEE MEETING
OF ALCESTER TOWN COUNCIL
IS TO BE HELD AT 10.00am ON TUESDAY 2 JUNE 2015
AT GLOBE HOUSE, ALCESTER (Seggs Lane entrance)**

Present

To record members present to ensure a quorum is met

PUBLIC PARTICIPATION AT DISCRETION OF CHAIR

The committee may take presentations from the public at the discretion of the chair, maximum 5 presentations at 3 minutes each.

A G E N D A (Standing Orders apply only Committee members to take part)

1. To elect a Chairman

2. To approve Terms of Reference

3. Apologies

To receive apologies and reasons for absence

4. Declarations of Interest

Members are reminded that the Code of Conduct, which took effect from May 2007 provides that they should declare the existence and nature of their personal interest at the commencement of the relevant item (or as soon as the interest becomes apparent). If that interest is prejudicial or predetermined they should consider withdrawing from the room and not seek improperly to influence a decision about that matter.

5. Minutes of Last Meeting

As the First meeting of this new Committee, there are no minutes yet to sign. These will be circulated within 2 days of the meeting for approval by email and signed at the next appropriate meeting with members present.

6. Press releases

To discuss future press releases by the Town Council

To formulate a press release for Alcester becoming a Health and Wellbeing Town

7. Forthcoming Newsletter

To discuss the future, content and style of the newsletter as well as ownership of the content by members

8. Website/Social media

To discuss the future direction of online forms of media

To formulate an online/social media policy for adoption by the Town Council

9. Town Issues/issues from other Committees

- a. Community Care
- b. Community Facilities
- c. Strategic Planning

10. Correspondence

- a. To reply to the letter received by Cllr L Cumberbatch

11. Propositions to Full Council

To receive any propositions

12. Date of next meeting

TBA

K Wright

Deputy Clerk to Alcester Town Council